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MINUTES

MEDICAL STAFF CAREER SERVICE BOARD MEETING
Wednesday, 6 February 1957

Present: C/MS - Chairman Dr. Tietjen
DC/MS - Voting Member
C/PD - Voting Member
C/PCD - Voting Member
C/TSD - Voting Member
Personnel Placement Officer
C/ASD - Executive Secretary
Secretary to C/MS - Recording Secretary

25X1A9a

1. Minutes of Previous Meeting

The Minutes of the Medical Staff Career Service Board Meeting of 9 January were approved by the Members without comment.

2. Career Staff Application

25X1A9a

The Board approved the forwarding of the Career Staff Application of [REDACTED] GS-8, Medical Technician, to the CIA Selection Board as a Type "A" case.

3. Promotions

25X1A9a

25X1A6a

a. [REDACTED] GS-7, Medical Technician - The Executive Secretary reviewed a request for promotion of [REDACTED] to GS-8 from 25X1A9a the Chief, Support Base, [REDACTED], which was endorsed by the Senior Far East Medical Representative. The Executive Secretary recommended approval of this promotion; the Board Members concurred.

25X1A9a

b. [REDACTED] GS-5, Secretary (Stenographer) - A memorandum from DC/PD, endorsed by C/PD, recommending promotion of [REDACTED] under the Agency competitive promotion program was reviewed by the Executive Secretary. After discussion of this case, it was decided that the necessary authority to act under this program had not as yet been clearly defined and, therefore, the request for promotion was returned to C/PD, who indicated he would take action, in coordination with C/ASD, for a review of the position by the Position Evaluation Division.

25X1A

4. Replacement Assignments

In order to keep the Board informed of future personnel plans, the Executive Secretary stated the following reassignments are under consideration and will be discussed at a Career Service Board Meeting in the near future. He emphasized the fact that these assignments are not definite at this time.

REV DATE	14 APR 1957	BY	029725
REV DATE	28	TYPE	2/
APPROVED FOR RELEASE	2000/08/21	REV CLASS	
ORIG CLASS	3	PAGES	7
NEXT REV	2011	AUTH	HR 10-2

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25X1A9a [REDACTED], GS-6, Medical Technician, to be assigned to
25X1A6a [REDACTED] as a replacement for [REDACTED] GS-8, Medical Technician. 25X1A9a

25X1A9a [REDACTED] GS-6, Medical Technician, to be assigned to
25X1A6a [REDACTED] as a replacement for [REDACTED] GS-9, Medical Technician. 25X1A9a

25X1A9a [REDACTED], GS-9, Medical Technician (Supply), to be
25X1A6a assigned to [REDACTED] as a replacement for [REDACTED] GS-9, 25X1A9a Medical Technician (Supply).

C/TSD raised question as to Mr. [REDACTED] technical qualifications for overseas assignment at this time. C/PCD suggested this might be accomplished by providing additional technical training on Saturdays. This matter will be discussed in more detail at the time this subject is brought to the attention of the Career Service Board. 25X1A9a

5. Review of Fitness Reports

On recommendation of C/MS, the Board Members agreed to the procedure of having the heads of the Medical Staff components review the fitness reports of those individuals under their supervision and the Executive Secretary review the fitness reports of personnel assigned overseas.

It was also agreed that each Member would be supplied blank fitness report forms at each meeting to facilitate the review.

25X1A9a a. [REDACTED] GS-12, Medical Technical Assistant - The Executive Secretary reviewed this report which he also had completed. With regard to a future assignment for [REDACTED], the Executive Secretary recommended that he remain in his current assignment for the foreseeable future. 25X1A9a

25X1A9a b. [REDACTED] GS-10, Chief Nurse - This report was prepared by C/TSD who also reviewed it for the Board. C/TSD did not recommend consideration of another position for [REDACTED] based on her unique qualifications for her current assignment. However, C/MS suggested that 25X1A9a
25X1A9a [REDACTED] could develop into a social case worker and asked that this be borne in mind should the need for such a position arise.

25X1A9a c. [REDACTED] GS-9, Medical Technician (Supply) - This report was reviewed by the Executive Secretary for the information of the Board. DC/ASD rated the report and C/ASD was the reviewing official. The Executive Secretary pointed out that [REDACTED] is an outstanding candidate for the Medical Technician (Supply) position on [REDACTED]. The Fitness Report made mention of a container for shipment of perishable supplies 25X1A9a
25X1A9a as developed by [REDACTED] and DC/MS asked if consideration had been given

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to the initiation of a request for an Incentive Award for [REDACTED]. It 25X1A9a was determined that such recommendation has been initiated although the exact status was not known.

d. Receipt of Fitness Reports on the following individuals was noted:

25X1A9a [REDACTED] GS-5, Secretary (Stenographer)
[REDACTED] GS-5, Clerk-Typist

e. Review of Fitness Reports on the following personnel was deferred:

25X1A9a [REDACTED], Physical Requirements Officer
[REDACTED] GS-8, Head Nurse

6. Periodic Step Increases

The Board noted the fact that the following individuals will receive Periodic Step Increases in the near future:

25X1A9a [REDACTED] GS-9, Instructor (Medical Technical Fields)
[REDACTED] GS-9, Medical Technician (Supply)

7. Recruitment of Physicians

C/MS informed the Members of his conversation with the Deputy Director of Personnel wherein it was noted that the Medical Staff is in competition with other Government agencies for the procurement of physicians and the request was made that consideration be given to the granting of authorities and advantages, specifically those benefits granted the Veterans Administration, to this Agency. On the basis of this discussion, the Position Evaluation Division has been requested to undertake a study of these benefits and their possible application to our recruitment program. Upon completion of this study, additional discussions will be held with the Deputy Director of Personnel.

C/MS also inquired if the DCI had authority to establish wage standards or if this Agency must comply with the standards established by the Civil Service Commission. He was informed that the DCI definitely does have such authority.

C/PD suggested the Office of Personnel also be informed that the Veterans Administration will introduce additional legislation to extend the benefits granted medical personnel. C/MS stated he has already requested investigation into this matter.

C/PD informed the Board that the American Psychiatric Association has appointed two committees, one to study the means of maintaining adequately-trained psychiatrists in the armed services, and another to

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look into the problem of 300 positions remaining unfilled within the Veterans Administration. It is understood the latter committee will recommend the establishment of a single federal medical service to handle medical personnel, thus removing the competitive aspects of the various agencies in the recruitment of psychiatrists. C/PD will keep the Board informed of developments in these matters.

C/PD recommended the development of liaison with officials of the Veterans Administration in order to determine future plans with regard to career programs for medical personnel and the nature of the proposed legislation. C/MS will discuss this matter with the Director of Personnel and, if he concurs in such contact, will request C/PCD to initiate appropriate clearances.

The subject of the recruitment of physicians is to be placed on the Agenda for the next Career Service Board Meeting at which time the Members will discuss their experiences in this regard.

8. Miscellaneous

a. The Executive Secretary announced the Quarterly Report of Career Service Activities is available for the purusal of the Members.

b. The Executive Secretary also informed the Members of the receipt of a request from ~~25X 1499~~ [REDACTED] GS-12, Medical Technical Assistant, for consideration for a particular overseas assignment.

MS/mam

Distribution:

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- 1 - DC/MS
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